



# BankBeat

**Now Hiring**

## **PUBLICATION DESIGNER**

*This unique opportunity comes with flexibility to be filled part-time, full-time, or under contract, depending upon how the goals of the right candidate align with the needs of the company*

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### THE OPPORTUNITY:

Do you have an exceptional eye for layout, design and typography combined with an equally impressive can-do attitude? Do you enjoy bringing stories to life through design? Are you an idea person who loves to collaborate with other creative individuals? If you are nodding your head “yes,” read on...

NFR Communications, headquartered in Edina, Minn., is looking to add a Publication Designer to its team. As Publication Designer, you will lead the management and production of the company’s owned and custom B2B publications, as well as advertising, marketing and promotional materials for its events. This is the perfect opportunity for an experienced publication designer to take their career to the next level by joining an energetic team of a highly-skilled creative professionals.

To succeed in this position, you must possess strong organizational, time management and project management skills, and bring with you proven experience working with a variety of internal and external client design projects, including multi-page publications.

Your ability to create, integrate and maintain existing identities and brands while moving them forward in the marketplace will be key to your success.

### THE SPECIFICS:

The Publications Designer will oversee and implement production of all company publications and marketing materials, including:

- Working with editors to set workable production schedules
- Coordinate acquisition of photos and art to accompany stories
- Oversee creation of infographics
- Ensure compliance with copyright rules and proper source attribution
- Design publications in keeping with templates and set publication styles

- Implement editorial adjustments, as needed
- Coordinate and manage pre-press and printing processes with service providers
- Work with print vendors on quality assurance and pricing
- Manage flow and storage of ad materials
- Archive content in post-production
- Create all company advertising and marketing materials
- Create marketing and support materials (print and digital) for all company events

#### YOUR QUALIFICATIONS:

2- or 4-year degree in graphic design, art, strategic communications, or a related field  
3-5 years experience in publication design  
Expertise with Adobe Creative Suite (especially InDesign and Photoshop)  
Experience working with digital platforms  
Self-starter, detail focused  
Ability to work gracefully under deadline pressure  
Knowledge of standard written English, grammar and usage rules  
Familiarity with Wordpress, Constant Contact

#### ABOUT US:

NFR Communications is a Twin Cities-based business-to-business communications firm that supports the financial services community through storytelling and education. We do this through owned media, custom communication services, and association management. We have been in business since 1992 but our flagship brand is built upon a century of service to the financial services industry.

We are an energetic group of talented professionals committed to excellence in every endeavor. We are passionate about our work and supportive of one another's success. We're more than a cohesive team: we're a workplace family.

#### YOUR NEXT STEP:

If you see yourself fitting the description above and are excited to join our growing company, send us a letter that tells us a bit about you. Include a resume that details your qualifications, and send some design samples that demonstrate your abilities in the realm of publication design.

Send this package to:

Jackie Hilgert, Editor-in-Chief, NFR Communications, 7400 Metro Boulevard, Suite 217, Edina, MN 55439. Or send via email: [Jackie@NFRcom.com](mailto:Jackie@NFRcom.com)

NO PHONE CALLS, PLEASE.